

**ALEXANDRIA TOWNSHIP COMMITTEE SPECIAL MEETING
MINUTES
July 24, 2017**

This meeting was advertised in The Express Times, notice posted in the Alexandria Township Municipal Offices and the Alexandria Township Website, (www.alexandrianj.gov) as required by the Open Public Meetings Act.

Meeting Called to order at 6:00 PM

ROLL CALL:

PRESENT: Committeewoman Garay, Committeeman Pfefferle , Mayor Abraham

ABSENT: Twp. Atty. Dragan

NEW BUSINESS:

- Resolution 2017-059 Appointment of a Chief Financial Officer
Comm. Garay made a motion, seconded by Comm. Pfefferle to approve Resolution 2017-059.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Motion Carried

**RESOLUTION 2017 – 059 TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON,
STATE OF NEW JERSEY APPOINTING EDWARD PETER REES AS CHIEF FINANCIAL
OFFICER**

WHEREAS, the Township of Alexandria is in need of a Chief Financial Officer (CFO),
and;

WHEREAS, Edward Peter Rees is qualified for this position;

NOW, THEREFORE, BE IT RESOLVED, effective this date the Township Committee of the Township of Alexandria, County of Hunterdon, State of New Jersey, does hereby appoint **Mr. Edward Peter Rees** to the position of **Chief Financial Officer** for the Township of Alexandria. An hourly rate of \$35.00 will be paid for up to 20 hours of work each week. Mr. Rees will serve as an interim Chief Financial Officer until a Chief Financial Officer is hired by the Township Committee. All bank accounts, cash management plans, etc. that the Township's former Chief Financial Officer Christopher Hart was authorized to act upon shall be accordingly changed to reflect the name of Edward Peter Rees to coincide with this appointment. This appointment shall take effect immediately.

- Resolution 2017-060 Authorizing an agreement with Bedard, Kurowicki & Co., CPAS P.C. for Special Forensic Audit Services for the Township of Alexandria Finance

Comm. Garay made a motion, seconded by Comm. Pfefferle to approve Resolution 2017-060.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Motion Carried

RESOLUTION 2017 - 060 OF THE TOWNSHIP OF ALEXANDRIA, COUNTY OF HUNTERDON, STATE OF NEW JERSEY AUTHORIZING AN AGREEMENT WITH BEDARD, KUROWICKI & CO., CPAS, P.C. FOR SPECIAL FORENSIC AUDIT SERVICES FOR THE TOWNSHIP OF ALEXANDRIA FINANCE DEPARTMENT

WHEREAS, there exists a need for Professional Services for special forensic audit services for the Township of Alexandria relating to developer escrow accounts established and maintained in conjunction with Planning Board and Board of Adjustment applications, as well as practices and procedures of the municipal finance department; and

WHEREAS, Professional entities are exempt from established New Jersey Public bidding laws as set forth in N.J.S.A. 40A:11-5; and

WHEREAS, the Township of Alexandria has a need to acquire such professional services as a Non-Fair and Open Contract pursuant to N.J.S.A. 19:44A-20.5; and

WHEREAS, the Chief Financial Officer (Township Committee) has determined and certified in writing that the value of said services may exceed \$17,500; and

WHEREAS, Bedard, Kurowicki & Co., CPAs, P.C., is to be paid in an amount not to exceed \$20,000.00 for a period of six months from the date of award; and

WHEREAS, Bedard Kurowicki & Co., CPAs, P.C. has completed and submitted a Business Entity Disclosure Certification for a Non-Fair and Open Contract which certifies that it has not made any reportable contributions to a political or candidate committee in the Township of Alexandria during the previous one (1) year period and that the contract will prohibit Bedard, Kurowick & Co., CPAs, P.C. from making any reportable contributions during the term of the contract to a political or candidate committee in the Township of Alexandria; and

WHEREAS, the availability of funds for said Professional Services Contract to be awarded herein have been certified by the Chief Financial Officer; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40A:11-1, et seq) requires

that the Resolution authorizing the award of contract for Professional Services without competitive bidding and the contract itself must be available for public inspection.

NOW, THEREFORE BE IT RESOLVED by the Township Committee of the Township of Alexandria, County of Hunterdon and State of New Jersey, on this 24th day of July 2017 as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute a Non-Fair and Open Agreement pursuant to N.J.S.A. 19:44A-20.5 with Bedard, Kurowicki & Co., CPAs, P.C., Flemington, N.J. for professional services in accordance with the attached proposal, for Special Forensic Audit services for the Township of Alexandria relating to developer escrow accounts established and maintained for Planning Board and Board of Adjustment applications and practices and procedures of the finance department in an amount not to exceed \$20,000.00.

2. Said contract shall expire on December 31, 2017.

3. Copies of the Professional Service Contract shall be kept on file with the Township Clerk and be available for public inspection.

4. That this Agreement is awarded without competitive bidding as a Professional Service in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because said services to be rendered or performed require knowledge of an advanced type in a field of learning acquired by a prolonged formal course of specialized instruction distinguished from general academic instruction or apprenticeship and training.

5. That the Business Disclosure Entity Certification, the Political Contribution Disclosure Form and the Determination of Value be placed on file with the Resolution.

6. The Professional shall supply the Township with Federal Affirmative Action Plan Approval or a State Certificate of Employee Information Report within the time period required by N.J.A.C. 17:17. The contract shall contain the Mandatory Affirmative Action Language for Professional Service Contracts as required by N.J.A.C. 17:27.

7. A copy of this Resolution shall be published in the official newspaper of the Township as required by law within ten (10) days of its passage.

8. This Resolution shall take effect immediately.

Comm. Garay made a motion, seconded by Comm. Pfefferle to move to Executive Session.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Open Public Meetings Act RESOLUTION- Executive Session

WHEREAS, N.J.S.A. 2:4-12, Open Public Meetings Act, permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist:

NOW, THEREFORE, BE IT RESOLVED by the Township of Alexandria, County of Hunterdon, State of New Jersey, as follows:

1. The public shall be excluded from discussion of the hereinafter specified subject matters.
2. The general nature of the subject matter to be discussed is as follows:

_____ A confidential or excluded matter under Federal or State Law or Court Rule.

_____ A matter involving information that may impair the Township's rights to receive funds from the United States Government.

_____ A matter constituting an unwarranted invasion of an individual's privacy rights.

_____ Collective Bargaining Agreement or negotiation of the Agreement.

_____ Matters involving the purchase, lease or acquisition of real property with public funds which it could adversely affect the public interest if discussion were disclosed.

_____ Tactics and techniques to protect the safety and property of the public, including investigations of violations or potential violations of the law.

_____ Pending or anticipated litigation or contract negotiations in which the public body is or may become a party.

_____ Matters falling within the attorney-client privilege.

 X Personnel matters involving a specific employee or officer of the Township.
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_____ Deliberations of the Township occurring after a public hearing that may result in the imposition of a specific penalty or suspension or loss of a license or permit.

3. It is anticipated at this time that the above matter will be made public: at the conclusion of the litigation and at such time as attorney client confidentiality is no longer needed to protect confidentiality and litigation strategy.
4. The executive session minutes will be placed on file in the township clerk's office, and will be available to the public as provided for by New Jersey law.
5. This Resolution shall take effect immediately.

Comm. Garay made a motion, seconded by Comm. Pfefferle to return to Public Session.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

EXECUTIVE SESSION:

The following matters were discussed in Executive Session:

- Finance Department

Township Clerk Bobrowski to send Rice Notices to BOA/Planning Board Secretary Knapp, Asst. to the CFO McDaniel, CFO Rees and Township Clerk Bobrowski for the August 9th Township Committee Meeting. Township Auditor Colantano will be asked to attend the August 9th meeting as well.

MOTION TO ADJOURN

Comm. Garay made a motion, seconded by Comm. Pfefferle to adjourn.

Roll Call: Aye: Garay, Abraham, Pfefferle

Nay: None

Abstain: None

Motion Carried

Meeting Adjourned at 6:37 PM.

Respectfully Submitted:

Michele Bobrowski, RMC

Township Clerk

I hereby certify that I have reviewed these Minutes of the Township Committee Meeting of July 24, 2017 and certify that said Minutes were approved unanimously by the Township Committee on the 9th day of August 2017.

Paul Abraham, Mayor

Dated: _____